

# Museums

Jerry Rouillard, Director

## **MISSION STATEMENT**

To serve the public and to promote community involvement through heritage-education programs, preservation of historic artifacts, preservation of the County's rich historic and cultural legacy, and to add to the understanding of Placer County, its people, places and events.

## MUSEUMS FUND 100 / APPROPRIATION 74300

	Actual 2002-03	Budget 2003-04	Requested 2004-05	Recommended 2004-05	Change %	Adopted 2004-05
<b>Expenditures</b>						
Salaries and Employee Benefits	\$ 417,956	\$ 505,174	\$ 542,240	\$ 514,589	2%	\$ -
Services and Supplies	107,445	129,323	108,212	118,212	-9%	-
Intra Fund Charges	2,771	5,526	5,526	5,526	0%	-
<b>Net Budget:</b>	<b>\$ 528,172</b>	<b>\$ 640,023</b>	<b>\$ 655,978</b>	<b>\$ 638,327</b>	<b>0%</b>	<b>\$ -</b>
<b>Revenue</b>						
Revenue from Use of Money and Property	\$ -	\$ 2,000	\$ 2,060	\$ 2,060	3%	\$ -
Charges for Services	18,526	23,000	31,000	11,500	-50%	-
Miscellaneous Revenue	9,553	-	-	-	0%	-
Other Financing Sources	15,000	15,000	15,000	15,000	0%	-
<b>Total Revenue:</b>	<b>43,079</b>	<b>40,000</b>	<b>48,060</b>	<b>28,560</b>	<b>-29%</b>	<b>-</b>
<b>Net County Cost:</b>	<b>\$ 485,093</b>	<b>\$ 600,023</b>	<b>\$ 607,918</b>	<b>\$ 609,767</b>	<b>2%</b>	<b>\$ -</b>
Allocated Positions	7	7	7	7	0%	-

## CORE FUNCTION

### Museum Operations

Provides exhibits and educational programs, such as living history, community-heritage education classes, and special events, to Placer County residents and visitors. Staff and volunteers process and preserve historic artifacts and documents by keeping them in a controlled environment and implementing protective measures to ensure that the physical evidence of our history will be available for future generations.

### FY 2003-04 Major Accomplishments

- Implementation of a fiber-optics lighting project that is converting the entire Pate Native American Exhibit to a lighting system that provides superior environmental conditions for irreplaceable, yet very fragile, artifacts on long-term display at the Historic Auburn Courthouse.
- This year, the Museums Living History Program served 1,975 third-grade students, a 36% increase over the number of students served during the previous year and 175 more students than the program's annual goal.
- Implemented a weekend Volunteer Training Course that enables people with weekday jobs to participate in the volunteer program by accommodating their schedule of limited availability and providing opportunities particularly suited to that availability.
- Designed and instituted a program of routinely scheduled artifact and exhibit inspection and maintenance that provides for the implementation of more proactive and effective conservation measures.

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## FY 2004-05 Planned Accomplishments

- Continue to expand the Living History Program. The state requirement for teaching third-grade students about local history makes the program a valuable educational tool for teachers and parents. Its growing success requires that the department expand the program to make it available to still more teachers and schools within our rapidly growing county.
- Well-trained and highly motivated volunteers are essential to the daily operation of the department. While the Museums Department benefits greatly from the existing cadre of volunteers, stepping up recruiting and continuous training will make this program more effective at helping the professional staff meet our department goals.
- Install more fiber-optics lighting. It provides a much more favorable environment than that which currently exists for fragile artifacts on exhibit in our county museums. For some artifacts, particularly Indian baskets and textiles, replacing existing lighting with fiber-optics technology will be a particularly important consideration in allowing them to remain on exhibit and available to the public for extended periods.

## Department Comments

Historically, the Museums Department has been able to provide a high level of service with a small staff and a very modest budget. This has been possible, in large part, because the department has maintained an extensive and successful volunteer program. The volunteers in this program not only help staff the museums, but also serve as advocates for heritage-education and historic-preservation programs within the larger community.

With tight budgets, it will be even more important to maintain the vitality of this volunteer program, and it will be important to find ways to increase the effectiveness and efficiency of the professional staff members. The volunteer program will benefit from aggressive recruiting, extensive training and a conscientious effort to appropriately recognize individual volunteer effort.

Staff efficiency and effectiveness will also benefit if the Museums Department is able to find a way to physically consolidate at least some of its administrative, archival, collections-management and exhibits-preparation functions. In its current configuration, these functions are housed in separate facilities located at the Historic Courthouse and in three different locations at the DeWitt Center. Bringing more of these functions together would most certainly result in better communication, reduced travel expense, and more effective coordination of routine work functions for staff and volunteers alike.

## County Executive Comments And Recommendations

The recommended net budget has increased over the previous year to maintain current programs and acceptable service levels. The recommended amount is sufficient to continue the living history program and continue efforts to preserve and protect artifacts and documents. However, an adjustment to the recommended amount may be necessary, as a final budget adjustment, to reflect activation of one position of museum curator that is currently frozen.

## CORE FUNCTION: MUSEUM OPERATIONS

Heritage Education Program
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**Program Purpose:** To provide exhibits and educational programs that benefit students, residents, and visitors by increasing their understanding and appreciation of Placer County's rich history.

**Total Expenditures:** \$437,319

**Total Staffing:** 4.75

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- **Key Intended Outcome:** All participants in heritage-education programs increase their understanding and appreciation of Placer County's rich history.

Heritage Education Indicators:	Actual 2002-03	Projected 2003-04	Target 2004-05
# of elementary students attending living-history classes	1,620	1,955	2,150
% of surveyed teachers indicating satisfaction with value of program for enhancing their local history curriculum	N/A	N/A	90%
# of people participating in community learning classes	130	150	165
% of community participants surveyed rate their educational experience as satisfactory or higher	N/A	N/A	90%
# of people visiting Placer County Museums	31,000	34,100	37,510
% of visitors surveyed rate their visit as having enhanced their understanding and appreciation of Placer County history	N/A	N/A	90%

**Program Comments:** The department seeks an annual 10% increase in the number of students participating in the day-long classes of the Living History Program in order to provide a much-needed resource to teachers responsible for teaching local history in the third grade. Participation in the community learning classes benefits those interested in life-long learning programs such as techniques for conducting research at the County Archives, or the methods by which local Indians processed acorns for food. Museum visitation numbers reflect docent-recorded visitation at the three, year-round county museums located in Auburn.

## Historic Preservation Program

**Program Purpose:** To preserve historic artifacts and documents to ensure that current and future generations will better understand Placer County history.

**Total Expenditures:** \$218,659

**Total Staffing:** 2.25

- **Key Intended Outcome:** Historic artifacts and documents receive the curatorial care necessary to preserve them and make them available for research in Placer County museums.

Historic Preservation Indicators:	Actual 2002-03	Projected 2003-04	Target 2004-05
# of historic artifacts processed on an annual basis	2,000	2,200	2,200
# of archival documents indexed on annual basis	10,900	12,000	13,200
# of research requests for access to archival materials	1,040	1,144	1,258
% of surveyed archival researchers expressing satisfaction that their research requests were effectively addressed	N/A	100%	90%

**Program Comments:** Indexing archival documents involves the process of describing and listing them on indexes that enable their orderly storage and retrieval for research purposes. Research requests are those inquiries by visitors to the County Archives and Historical Research Center as well as telephone, mail and email requests for information that are directed to the reference staff at the Archives and Research Center.